

Bob Dixon  
Presiding Commissioner

Rusty MacLachlan  
1<sup>st</sup> District Commissioner

John C. Russell  
2<sup>nd</sup> District Commissioner



Shane Schoeller  
Clerk of the Commission

Christopher J. Coulter, AICP  
County Administrator

Megan Applegate  
Executive Assistant

**COUNTY COMMISSION**  
**Greene County, Missouri**  
**(417) 868-4112**

**Greene County Commission  
Commission Briefing Minutes**

**Tuesday, May 4, 2021**  
8:45 AM  
Commission Conference Room  
1443 N. Robberson, 10<sup>th</sup> Floor

**PLEASE CHECK & RETURN**

<input checked="" type="checkbox"/>	PC
<input checked="" type="checkbox"/>	CC1
<input checked="" type="checkbox"/>	CC2

The Greene County Commission is now offering an alternative to attending the meeting. Please join our meeting from your computer, tablet or smartphone. <https://www.gotomeet.me/GCCCommissionOffice>. You can also dial in using your phone. United States: +1 (872) 240-3412. You will be prompted for a PIN number where you will hit the "#" key and be prompted for an access code: 675-853-269

**Attendees:** Bob Dixon, Rusty MacLachlan, John Russell, Chris Coulter, Megan Applegate and Donna Barton.

**Teleconference Attendees:** Mike Cagle, Tina Phillips, Jeff Scott, Jim Arnott, Allen Icet, Royce Denny Devra Leach, Jeff Bassham, Jill Randolph, Andrea Stewart, Tim Connell, Crystal Richards, Cindy Stein, Justin Hill, Sonya Anderson, Kami Johnson and Amanda Corcoran.

**Informational Items**

**Budget-Jeff Scott**

- ERA Meeting today/Update.
- \$930,000.00 ERA funds have been distributed to over 415 applicants.
- 439 completed appointments for the ERA funds, which is 88% completion rate.

**Chris Coulter**

- MAC memo highlight, money for ARP funds could show up on or before May 10<sup>th</sup>.

**Donna Barton**

- Rotunda survey.
- 

**Items for Consideration and Action by the Commission**

**Discussion and Vote: Position Change Request DYS Grant Position, Juvenile**

Commissioner Rusty MacLachlan moved to approve the position change request of creating the position of lead and family community specialist at a grade 81, step 7 of the 2021 grade step table. Commissioner John Russell seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

**(EX) Discussion and Vote: July 2021 Workers' Compensation Renewal, Human Resources**

Commissioner John Russell moved to approve the MEM renewal as presented. Commissioner Rusty MacLachlan seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

PLEASE CHECK & RETURN

PC	
CC	
CC	

**EX2) Discussion and Possible Vote: Commission Board Approval of New By-Laws**

Commissioner moved to approve the bylaw changes to the Domestic Violence Shelter Board as presented. Commissioner John Russell seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

**Other:**

With no other business the meeting was adjourned.



Bob Dixon  
*Presiding Commissioner*

Rusty MacLachlan  
*1<sup>st</sup> District Commissioner*

John C. Russell  
*2<sup>nd</sup> District Commissioner*



Shane Schoeller  
*Clerk of the Commission*

Christopher J. Coulter, AICP  
*County Administrator*

Megan Applegate  
*Executive Assistant*

**COUNTY COMMISSION**  
**Greene County, Missouri**  
**(417) 868-4112**

**Greene County Commission**  
**Commission Briefing Agenda**

**Tuesday, May 4, 2021**  
8:45 AM  
Commission Conference Room  
1443 N. Robberson, 10<sup>th</sup> Floor

The Greene County Commission is now offering an alternative to attending the meeting. Please join our meeting from your computer, tablet or smartphone. <https://www.potomeet.me/GCCommissionOffice>. You can also dial in using your phone. United States: +1 (872) 240-3412. You will be prompted for a PIN number where you will hit the "\*" key and be prompted for an access code: 675-853-269

Informational Items  
Budget  
Human Resources  
Chris Coulter  
Donna Barton

Items for Consideration and Action by the Commission  
Discussion and Vote: Position Change Request DYS Grant Position, Juvenile

Discussion and Vote: July 2021 Workers' Compensation Renewal, Human Resources

Discussion and Possible Vote: Commission Board Approval of New By-Laws

Other:



ex1



# Workers' Compensation

Part 1: Coverage A – Employee Compensation	Statutory Law by State
	States MO
	FEIN 44-6000506
Part 2: Coverage B – Employers Liability	
	<i>Bodily Injury Each Accident</i> \$ 1,000,000
	<i>Bodily Disease Policy Limit</i> \$ 1,000,000
	<i>Bodily Disease Each Employee</i> \$ 1,000,000
Part 3: Other States Insurance	All states except monopolistic states and/or states insuring company not licensed
Experience Modifications	.91







# Workers' Compensation

Rating Basis

Classification	Code	Last year Rate	Renewal Rate	Last Year Payroll	Renewal Payroll
STREET OR ROAD CONSTRUCTION Paving or Repaving	5506	8.51	8.91	3,895,489	3,973,149
POLICE OFFICERS & DRIVERS	7720	4.38	5.23	20,655,608	24,871,098
STORE-RETAIL NOC	8017	2.27	2.47	0.00	0.00
AUTOMOBILE REPAIR SHOP & PARTS DEPARTMENT EMPL	8391	2.69	3.87	670,566	681,951
SALESPERSONS OR COLLECTORS-OUTSIDE	8742	.42	0.48	363,245	387,722
CLERICAL OFFICE EMPLOYEES NOC.	8810	.19	0.21	8,393,647	9,115,088
ATTORNEY-ALL EMPLOYEES & CLERICAL, MESSENGERS	8820	.23	0.21	5,188,215	5,359,444
PHYSICIAN & CLERICAL	8832	.39	0.44	338,739	360,497
BUILDING OR PROPERTY MANAGEMENT-PROPERTY MANAG	9012	1.34	1.37	0.00	0.00
BUILDING OR PROPERTY MANAGEMENT-ALL OTHER EMPL	9015	4.61	5.26	733,904	908,901
PARK NOC-ALL EMPLOYEES & DRIVERS	9102	4.33	4.78	0.00	0.00
SNOW REMOVAL Clearing Snow From Streets or Road	9402	6.70	8.04	0.00	0.00
MUNICIPAL, TOWNSHIP, COUNTY, OR STATE EMPLOYEE	9410	4.56	5.23	2,509,927	2,662,197
<i>Total Manual Premium</i>					1,902,043
<i>Increased Limits</i>					20,922
<i>Experience Modification</i>					.91
<i>Scheduled Rating Factor</i>					-173,067
<i>Premium Discount</i>					-279,984
<i>Terrorism</i>					-158,800
<i>MO 2<sup>nd</sup> Injury Fund</i>					4,832
<i>Expense Constant</i>					68,138
<i>Service Fee</i>					240
<b>Total Estimated Premium</b>					<b>\$ 971,946</b>
				<b>Last year Premium</b>	<b>\$ 1,202,325</b>
				<b>Last Year Payroll 2021 Rate</b>	<b>\$1,382,000</b>
				<b>Renewal Premium</b>	

### Coverage Notation:

Coverage is auditable to year-end based payroll.



## Megan Applegate

---

**From:** Mailyn Jeffries  
**Sent:** Tuesday, May 4, 2021 8:23 AM  
**To:** Megan Applegate  
**Cc:** Aubrey Hardy; Amanda Corcoran  
**Subject:** RE: Calendar and Agenda May 3-7

Good morning,

Please also include this information.

Year	# of Claims	Amounts Paid
14-15	43	212,532
15-16	48	406,796
16-17	42	104,986
17-18	66	337,108
18-19	75	2,037,600
19-20	85	498,769
20-21	181	2,323,174

Note;

18-19 – death claim at 1,246,536

20-21 – 127 Covid related claims at 1,395,329 including death claim  
2 Auto related claims at 719,648

Thank you!

### Mailyn Jeffries, MBA, SPHR

Human Resources Director  
Greene County Human Resources  
940 N. Boonville, Room 314  
Springfield, MO 65802  
P: (417) 868-4898 | F: (417) 868-4811



Our department's mission is to support Greene County employees by providing dedicated service, quality programs, and a commitment to progress.

*This message is intended only for the named recipient and may contain confidential, proprietary or legally privileged information. No confidentiality or privilege is waived or lost by any misdirected transmission. If you received this message in error, please notify us immediately by telephone at 417-868-4898 and immediately delete this message from your system. If you are not the intended recipient, you must not use, disclose, distribute or copy any part of this message and delete the message immediately.*

**From:** Mailyn Jeffries  
**Sent:** Monday, May 3, 2021 12:07 PM  
**To:** Megan Applegate <MApplegate@greencountymo.gov>  
**Cc:** Aubrey Hardy <AHardy@greencountymo.gov>  
**Subject:** RE: Calendar and Agenda May 3-7

Good afternoon,

Attached is the documentation for our briefing item tomorrow.

Thank you!

**Mailyn Jeffries, MBA, SPHR**  
Human Resources Director  
Greene County Human Resources  
940 N. Boonville, Room 314  
Springfield, MO 65802  
P: (417) 868-4898 | F: (417) 868-4811



**Our department's mission is to support Greene County employees by providing dedicated service, quality programs, and a commitment to progress.**

*This message is intended only for the named recipient and may contain confidential, proprietary or legally privileged information. No confidentiality or privilege is waived or lost by any misdirected transmission. If you received this message in error, please notify us immediately by telephone at 417-868-4898 and immediately delete this message from your system. If you are not the intended recipient, you must not use, disclose, distribute or copy any part of this message and delete the message immediately.*

---

**From:** Megan Applegate  
**Sent:** Friday, April 30, 2021 4:34 PM  
**To:** Office Holders & Dept. Heads <[OfficeHeads@greencountymo.gov](mailto:OfficeHeads@greencountymo.gov)>; Amanda Corcoran <[ACorcoran@greencountymo.gov](mailto:ACorcoran@greencountymo.gov)>; Judy Hill <[JHill@greencountymo.gov](mailto:JHill@greencountymo.gov)>; Sydney Allen <[sydney.allen@greencountymo.gov](mailto:sydney.allen@greencountymo.gov)>; Aubrey Hardy <[AHardy@greencountymo.gov](mailto:AHardy@greencountymo.gov)>  
**Subject:** Calendar and Agenda May 3-7

Please check and make sure if you requested an action item this week that you see it present, if you do not please contact me ASAP.

The Greene County Commission is now offering an alternative to attending meetings. Please join our meeting from your computer, tablet or smartphone. <https://www.gotomeet.me/GCCommissionOffice>. You can also dial in using your phone. United States: +1 (872) 240-3412. You will be prompted for a PIN number where you will hit the "#" key and be prompted for an access code: 675-853-269.

**A couple quick reminders:**

- If you are submitting documents for the Commission to sign, please double check that you have the current Commissioners reflected. We have received some documents with outdated Commissioners listed which can potentially delay your action.
- Also, if you are submitting documents for signatures and your office needs the original, please provide an additional copy to be sent to the Clerk's office for record keeping. If you have any questions please call me.

Thank you,

EX2

Bob Dixon  
Presiding Commissioner

Rusty MacLachlan  
1<sup>st</sup> District Commissioner

John C. Russell  
2<sup>nd</sup> District Commissioner



Shane Schoeller  
Clerk of the Commission

Christopher J. Coulter, AICP  
County Administrator

Megan Applegate  
Executive Assistant

BY-LAWS  
of  
Greene County Domestic Violence Board

ARTICLE 1- Mission

The Greene County Domestic Violence Board shall administer funding as set forth in RSMo 455.210 & 455.215 and other functions addressed in this document for the purpose of prevention of domestic violence and to provide assistance to victims of domestic violence.

ARTICLE 11 - Membership

Board Members are the fiduciaries who steer the organization towards a sustainable future by adopting sound, ethical and legal governance as well as by making sure the nonprofit has adequate resources to advance its mission. No member of any agency otherwise eligible for funding from the Board shall be eligible to serve on this Board. The Board shall be composed of eleven members appointed by the Greene County Commission.

ARTICLE 111 - Organization

Board members are in a position of trust to carry out the mission of the Board. Board members will consist of volunteers who are personally committed to the mission of the Board and understand the community served.

Board members will be appointed by the Greene County Commission (the "Commission") and will serve a three-year term. A Board member will serve until their successor has been appointed.

The officers of the Board shall consist of Chairperson, Vice Chairperson, and Secretary. The Chairperson will preside over all meetings. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. The Secretary will be responsible for preparing minutes of all meetings and will serve as Chairperson in the event the Chairperson and Vice Chairperson are absent.

Officers will be elected every year at the January board meeting, including Vice Chairperson/Chairperson Elect and Secretary. All officers will serve a one-year term. The Vice Chairperson will become Chair of the Board at the beginning of the new term, unless the appointment is declined. No officer will serve more than two years in the same office. If an officer resigns or becomes incapacitated, the Board will elect an officer to serve for the unexpired term. If an officer serves six months or more, that officer shall be considered to have served a full term.

The Chair may create committees as he/she or a majority of the Board deems necessary and shall appoint the members. All Board members will have a vote in Board decision making.

ARTICLE IV - Meetings

The Board will meet quarterly at a time and location to be determined and agreed upon by the members of the Board. The third quarter meeting will be set aside for the review of applications submitted for finding. By a unanimous vote of the Board, the day of week and time may be changed to be conducive to the work of the Board and convenience to Board members.

Board meetings may be conducted by any means of communication whereby all persons participating in the meeting may simultaneously hear each other during the meeting.

Participation in this manner shall constitute presence in person at the meeting. Because of the significance of the mission of the Domestic Violence Board, Board members are expected to attend a minimum of three meetings per calendar year, and are expected to not be absent for two consecutive meetings.

All meetings shall be conducted pursuant to Chapter 610 RSMo. (The Sunshine Law). The Board shall be governed by Robert's Rules of Order. A quorum will consist of six (6) Board members.

#### ARTICLE V - Compensation

The Board will serve without salary or stipend as volunteers of the County Commission.

#### ARTICLE VI - Duties of the Board

The duties of the Greene County Domestic Violence Board are as follows.

1. Make a recommendation to the Commission as to the organization who will receive annual funding authorized by State statute.
2. Work in concert with any Greene County organization(s) whose mission and purpose involve the prevention of domestic violence and provides assistance to victims of domestic violence. This may include, but is not limited to:
  - a. Maintaining a close relationship with a domestic violence organization's executive officer.
  - b. Assisting the domestic violence organization as needed with special events.
  - c. Recruiting businesses or individuals in adopting various projects for the domestic violence organization(s).
  - d. Providing labor and recruiting volunteers to work as needed by the domestic violence organization(s). (i.e., landscaping, painting, cleaning, etc.)
  - e. Assisting the domestic violence organization(s) with fundraising activities and events.
  - f. Providing services and assistance in ways suggested by the domestic violence organization(s).

#### ARTICLE VII -Amendments

Any Board member may present amendments for consideration and adoption at the following meeting. A simple majority of those present and voting shall be required to amend the By-Laws. These By-Laws and/or amendments thereto shall become effective upon adoption.

Revised and Adopted:



Chair, Greene County Domestic Violence Shelter Board

4-15-2021

Date

**Meetings**

The Board will meet quarterly at the Commission office on the first Monday of the months of January, April, June and September at 5:00 p.m. If a meeting day falls on a holiday, the Board will meet on the following day. By a unanimous vote of the Board, the day of week and time may be changed to be conducive to the work of the Board and convenience to Board members.

The Board meetings will be governed by Robert's Rules of Order.

**Attendance of Board Meetings**

Because of the significance of the mission of the Domestic Violence Board, Board members are required to attend a minimum of three meetings per calendar year and must not be absent for two consecutive meetings.

**Quorum**

A quorum will consist of five (5) Board members.

**Compensation**

The Board will serve without salary or stipend as volunteers of the County Commission.

**Duties of the Board**

The duties of the Greene County Domestic Violence Board are as follows.

1. Make a recommendation to the Commission as to the organization who will receive annual funding authorized by State statute.
2. Work in concert with Greene County organization(s) whose mission and purpose involves the prevention of domestic violence and provides assistance to victims of domestic violence. This may include but not limited to:
  - A. Maintain a close relationship with the organization's executive officer.
  - B. Assist the organization as needed with special events.
  - C. Recruit businesses or individuals in adopting various projects for the organization.
  - D. Provide labor and recruit volunteers to work as needed by the organization. (i.e. landscaping, painting, cleaning, etc.)
  - E. Assist the organization with fundraising activities and events.
  - F. Provide services and assistance in ways suggested by the organization.





## GREENE COUNTY COMMISSION

---

HAROLD BENGSCHE  
COMMISSIONER 1<sup>ST</sup> DISTRICT

BOB CIRTIN  
PRESIDING COMMISSIONER

LINCOLN P. HOUGH  
COMMISSIONER 2<sup>ND</sup> DISTRICT

---

### **Greene County Domestic Violence Board**

#### **Mission**

The Greene County Domestic Violence Board shall administer funding as set forth in RSMo 455.210 & 455.215 and other functions addressed in this document for the purpose of prevention of domestic violence and to provide assistance to victims of domestic violence.

#### **Board of Directors**

Board members are the fiduciaries who steer the organization towards a sustainable future by adopting sound, ethical, and legal governance as well as by making sure the nonprofit has adequate resources to advance its mission.

The Board shall be composed of eleven members appointed by the Greene County Commission.

#### **Organization – Board Members and Officers**

Board members are in a position of trust to carry out the mission of the Board. Board members will consist of volunteers who are personally committed to the mission of the Board and have an understanding of the community served.

Board members will be appointed by the Greene County Commission and will serve a three year term. No Board member shall serve more than two terms. A Board member will serve until their successor has been appointed.

The officers of the Board shall consist of Chairperson, Vice Chairperson, and Secretary. The Chairperson will preside over all meetings. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. The Secretary will be responsible for preparing minutes of all meetings and will serve as Chairperson in the event the Chairperson and Vice Chairperson are absent.

The officers will be elected annually at the January board meeting and will serve a one year term. No officer will serve more than two years in any office. If an officer resigns or becomes incapacitated the Board will elect an officer to serve for the unexpired term. If an officer serves six months or more, that officer shall be considered to have served a full term.

All Board members will have a vote in Board decision making.